

WISCONSIN DEPARTMENT OF HEALTH AND FAMILY SERVICES
Division of Health Care Financing
1 W. Wilson St.
Madison WI 53702

To: Food Stamp Handbook Holders

From: Cheryl McIlquham, Director
Bureau of Health Care Eligibility

Re: **FS Handbook Release 03-03**

Release Date: May 27, 2003

Effective Date: May 27, 2003

EFFECTIVE DATE

Implement the instructions at application, recertifications, and change, or, if you wish, earlier. The following policy additions or changes are effective 05/27/03, unless otherwise noted. Bold text denotes new text. Italicized text denotes deleted text.

POLICY CHANGES

04.01.00 and Green
Sheet 02-06

The policy change made to 04.01.00 in the 02-06 release on 12/18/02 did not have the correct effective date. The effective date for the change is 02-07-01. The green sheet for the 02-06 release was updated to reflect the correct effective date.

New Policy: (Effective 02-07-01)

2. A person born outside of the U.S. to, or adopted by, at least one U.S. citizen. They are sometimes referred to as a "derivative citizen."

04.02.04, 04.02.05,
04.02.06, 04.02.07,
04.02.08

These sections on Alien Children, Elderly Aliens, Disabled and Blind Aliens, American Indians Aliens, and Hmong and Highland Laotian Aliens were deleted because the policy is contained in a chart in appendix Ch. 25.09 Aliens.

09.03.01

This section on Military Absence was clarified and an example was added. The policy did not change.

Old Policy: Someone absent solely for full-time service in the military isn't temporarily absent. *The person isn't* in the food unit. Income and assets from someone outside of the food unit are not counted (01.02.00).

Clarified Policy: Someone absent solely for full-time service in the military isn't **considered** temporarily absent (**09.03.00**), and is not in the food unit. Income and assets from someone outside of the food unit are not budgeted (01.02.00).

If military income is direct deposited into an account jointly owned by the person in the military and a member of the food unit, it will be counted as an asset for the food unit in the month after receipt.

Example 1: Sam and Betty are married, have 2 children, and are receiving Food Stamps. Sam is a reservist in the army and has

been called to active duty. He will be living away from his family. He will now receive army pay and that will be direct deposited into a joint account that Sam and Betty share. Sam's income will not be budgeted to the food unit because Sam is no longer in the food unit. However, if the money from Sam's army pay is still in the account in the next calendar month, it becomes an asset (11.01.04.01, 12.02.30).

16.04.05 Acupuncture was added as an allowable medical expense to this section.

Old Policy: Allowable medical expenses are:

1. Medical and dental care including psychotherapy and rehabilitation services provided by a state licensed practitioner or other qualified health professional, including chiropractors.

New Policy: Allowable medical expenses are:

1. Medical and dental care including psychotherapy and rehabilitation services provided by a state licensed practitioner or other qualified health professionals, including chiropractors **and acupuncturists**.

25.03 This section of the Ch. 25 Processing Guidelines Appendix (Assets) was updated to reflect changes to the Food Stamp asset policy that were outlined in Operations Memo 03-28. The policy is effective 05/01/03.

25.07 This section of the Ch. 25 Processing Guidelines Appendix (Child Support) was updated to reflect the current valid CS codes in CARES.

25.12 This section of the Ch. 25 Processing Guidelines Appendix (Data Exchange) was updated to reflect the changes to the CARES Data Exchange that were outlined in Operations Memo 03-23. The policy is effective 03/21/03.

TYPOS, TECHNICAL, OR LINK CHANGES

Homepage The homepage was updated with a DHFS mailing address, logo, and Equal Opportunity information. The html coding was updated so that an internet search for the *Wisconsin Food Stamp Handbook* or variations will result in a hit for the handbook.

18.07.00 A broken link was fixed.

20.01.00 The FS Nonfinancial Worksheet was obsoleted in September of 2002. This subsection is now marked as "Reserved."

20.05.00 The Striker Evaluation form is now a DHFS form. The link was updated.

20.06.00 The Self-Employment Worksheet – Sole Proprietor form is now a DHFS form. The link was updated.

20.07.00 The Self-Employment Worksheet – Partnership form is now a DHFS form. The link was updated.

20.08.00 The Self-Employment Worksheet – Corporation form is now a DHFS form. The link was updated.

20.09.00	The Self-Employment Worksheet – Subchapter S Corporation form is now a DHFS form. The link was updated.
20.11.00	The Student Financial Aids Report form was obsoleted. This subsection is now marked as “Reserved.”
20.12.00	The Student Aid and Expense worksheet was obsoleted. This subsection is now marked as “Reserved.”
20.14.00	The Notice of FS Overissuance form is now a DHFS form. The link was updated.
20.15.00	The FS Repayment Agreement form is now a DHFS form. The link was updated.
20.16.00	The FS Overissuance worksheet form is now a DHFS form. The link was updated.
20.20.00	The EBT Card and PIN Responsibility Statement is now a DHFS form. The link was updated. Also, links to translations of this form were added.
20.22.00	The Disqualification Consent Agreement is now a DHFS form. The link was updated.
25.09	Typos in the Appendix Ch. 25 Processing Guidelines section on Alien Eligibility were corrected. An INS Identity card was incorrectly referred to as the I-668. The correct card is I-688.